**Day 1: Fri. June 7 RED**

R1:  Intro. to IA

* Give out individual assignments from cleanup presentation
* Clean out individual cubbies
* Clean up projects left around the shop and start a ‘dump’ pile by garage

R2:  Me

* MDS

R3:  CAD & Architecture (missing Avery & Emily)

* Clean out all desks in CAD lab
* Put away drafting machines
* Prep room for potential move
* Sort through books, magazines, plans, etc. and throw out old ‘stuff’
* Clear off computer files on desktops
* Clean metals lab tables w/ degreaser

R4:  Adv. IA (missing Vaughn)

* Return all tools to their summer storage place
* **Sand metal tables** for paint
  + All red tables (4) and glue table?

**Weekend … to let paint dry!Day 2:  Mon. June 10 WHITE**

W1: Me

* Prep for final exams
* Posting to sell mini van

W2:  Welding (missing seniors)

* Clean out individual & public cubbies
* Dust off ventilation
* Sand wooden (& metal) table tops
* Clean vices (replace vice face), locking pliers, etc. of burns
* Wipe down welders after pulling from wall

W3:  Engineering (missing 3 seniors)

* Clean out “public” cubbies in wood shop
* Clean automotive lifts and jacks
* Get all wood in order—trash, burn, stored
* Sort Closet #1 cubbies & make labels for each cubby
* **Begin sanding wood tables** in Wood Lab
  + Wear ear muffs & respirators

W4:  Intro. to IA

* Give out individual assignments from cleanup presentation
* Clean out individual cubbies
* **Finish sanding wood shop tables**
  + Wear ear muffs & respirators

**Day 3:  Tue. June 11 RED**

R1:   Intro. to IA

* Work on individual assignments from clean up presentation
* Thorough vacuuming of wood shop in preparation for varnishing 4th period
* Clean, sweep, and organize **parking area**
* Clean dust collection system outside
* Sand outside of tool cribs (remove handles)

R2: Me

* MDS

R3:  CAD & Architecture

* Put **first coat of paint** on Metals Lab tables
* Clean, sweep, and organize **parking area**
  + Trash in back of Nystrom’s truck

R4:  Adv. IA

* Put **first coat of varnish** on tables & tool crib doors
* Put **finishing touches on paint** in Metals Lab

**Day 4:  Wed. June 12 WHITE**

W1: Me

* Prep for final exams

W2:  Welding (missing seniors -- XX students left)

* Unplug equipment
* Label tools in the storage closets

W3:  Engineering (7 students left)

* Clean, sweep, and organize **parking area**
  + Trash in back of Nystrom’s truck

W4:  Intro. to IA

* Work on individual assignments from clean up presentation
* Vacuum out
  + hand sanders
  + standing equipment
  + behind lathe
* Clean and return safety glasses to drawer #2
* Empty vacuums

# Evaluation on End of Year Cleaning

Self Evaluation

Your Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Slide # \_\_\_\_\_

AOR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Area Of Responsibility)

Could the area be any cleaner?

Could the area be any more organized?

Could more attention be given to details?

Comments by student:

# Evaluation on End of Year Cleaning

Peer Evaluation

Your Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Peer you

are evaluating \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Slide # \_\_\_\_\_

AOR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Area Of Responsibility)

Could the area be any cleaner?

Could the area be any more organized?

Could more attention be given to details?

Comments by peer: